

CONFIDENTIAL

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09 JAN 1984

MEMORANDUM FOR: Distribution

FROM

[redacted]  
Chief, New Building Project Office, OL

25X1

SUBJECT:

Meeting of the Building Planning Committee  
on 16 January 1984 [redacted]

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1. A meeting of the Committee is scheduled for 16 January 1984 from 0900 to 1030 hours in Room 4F31 Headquarters. [redacted]

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2. The purpose of the meeting is to seek assistance from members in addressing the need to realign Agency work shifts in conjunction with consolidation of components at Headquarters. Attached for background is a paper prepared by the Office of Personnel (OP) on this subject. OP representatives familiar with the paper will discuss their views. [redacted]

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3. The major issue on which advice is sought is the methodology to be followed in identifying and evaluating the range of alternatives available to the Agency. [redacted]

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4. If members wish to add items to the agenda, please contact [redacted]  
[redacted] before 12 January. [redacted]

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Attachment

cc:

[redacted] PS (w/o att)  
[redacted] DDA/MS (w/o att)

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Distribution:

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